

Agency 09 - Secretary Of State

Statutory Authority:

The office of Secretary of State as a Constitutional Office provides for numerous and varied services to both the public and private sectors as mandated by the Constitution and Statutes of the State of Nebraska.

Vision Statement:

The vision of the Constitutional office of the Secretary of State is to direct and administer the Statutory and Constitutional mandates provided for by the laws of the State of Nebraska.

Mission Statement:

The mission of the Secretary of State is to continue to provide the commitment and service to the Citizens of the State of Nebraska.

Goals:

The goals and objectives of the Secretary of State Office is to meet the constitutional and statutory mandates as set forth in the Constitution and legislative mandates.

Financial Data:

	Actual FY98	Approp FY99	Request FY00	Recom FY00	Request FY01	Recom FY01
General Fund	1,037,721	633,134	746,115	696,553	737,737	721,916
Cash Fund	1,840,465	2,389,924	3,114,502	3,144,977	3,325,066	3,388,855
Federal Fund	0	0	0	0	0	0
Revolving Fund	817,929	923,434	949,172	957,529	977,701	996,130
Other Fund	0	0	0	0	0	0
Total Agency	3,696,115	3,946,492	4,809,789	4,799,059	5,040,504	5,106,901

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Program 009 - Secretary Of State Salary

Program Objectives:

The primary function for which this program was created to compensate the Secretary of State for his/her salary and allowable benefits. This activity is provided for in statute.

Financial Data:

	Actual FY98	Approp FY99	Request FY00	Recom FY00	Request FY01	Recom FY01
General Fund	62,830	64,066	64,066	65,147	64,066	66,064
Cash Fund	0	0	0	0	0	0
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	62,830	64,066	64,066	65,147	64,066	66,064

Performance Measures:

Fulfill the duties and responsibilities of the Secretary of State as defined in the Constitution and Statutes of the State of Nebraska.

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Program 022 - Administration

Program Objectives:

The Administration of the Secretary of State involves various general government duties and responsibilities. This division includes the functions of the main office of the Secretary of State in Room 2300, Fiscal office, Notary Public office, Rules and Regulations and the Licensing of Private Detectives and Collection Agencies.

Financial Data:

	Actual FY98	Approp FY99	Request FY00	Recom FY00	Request FY01	Recom FY01
General Fund	825,709	417,886	417,886	473,189	417,886	489,021
Cash Fund	80,652	100,929	100,929	102,967	100,929	105,656
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	906,361	518,815	518,815	576,156	518,815	594,677

Performance Measures:

	FY97-98 Actual	FY98-99 Estimate	FY 99-00 Estimate	FY 00-01 Estimate
Number of Notary applications	7,224	7,200	7,200	7,200
Regular Certifications	2064	2125	2125	2125
Apostille Certifications	627	650	650	650
Duplications and Listings	32	30	30	30
Notary information requests (law, bonding)	2,000	2,000	2,000	2,000
Private detective agencies licenses	78	80	85	85
Private detective licenses	101	110	115	120
Truth examiners licenses	69	70	70	70
Plainclothes investigators	184	190	200	200
Election filings	630		600	
Conduct election training sessions	12	6	6	6
Distribute voter registration forms	150,000	150,000	100,000	150,000
Rules & Regulations photocopied	676,850	700,000	700,000	700,000
Rules & Reg. full set subscribers	40	45	45	45
Rules & Reg. partial set subscribers	50	55	55	55

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Program 051 - Corporations

Program Objectives:

The Corporation division's responsibility is to verify, record, and file all Articles of Incorporation, Certificates of Authority, Trade Names, Trade Marks, Service marks, Limited Liability partnerships, Limited Liability Companies of both domestic and foreign entities doing business in the State of Nebraska. These functions include the processing of any amendments or dissolution's of any entity, along with revival certificates.

Financial Data:

	Actual FY98	Approp FY99	Request FY00	Recom FY00	Request FY01	Recom FY01
General Fund	0	0	0	0	0	0
Cash Fund	355,684	348,891	348,891	358,427	348,891	369,372
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	355,684	348,891	348,891	358,427	348,891	369,372

Performance Measures:

	FY97-98 Actual	FY98-99 Estimate	FY 99-00 Estimate	FY 00-01 Estimate
Applications for:				
Limited Partnerships	300	300	300	325
Foreign Authority	1381	1425	1450	1475
Articles, Foreign & Domestic	3550	3600	3700	3700
Amendments	1275	1300	1350	1370
Trade Names	1500	1550	1555	1590
Professional Registrations	1375	1400	1425	1450
Change of Agents	4000	4100	4100	4170
Corporate Revival	3000	3100	3150	3200
Proof of Publication	4450	4500	4570	4560
LLC	1100	1400	1400	1400
Corporations on record:				
Domestic	35,600	35,900	35,900	36,000
Foreign	8,000	8,200	8,300	8,400
Non-profit	10,700	10,900	11,000	11,100

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Program 053 - Collections

Program Objectives:

The Secretary of State is designated as the administrator of the Nebraska Collection Agency Act. These duties include the licensing of collection agencies and solicitors employed by such collection agencies. The license fees paid by the agencies and solicitors support the program through cash fund revenues.

The goals of this program is to provide for oversight of competent, trained, and licensed collectors to protect the citizens from unscrupulous persons. The objectives include to maintain the high standard of professionalism among the collectors, with the ability to censure those collectors who operate outside the requisites of the Act.

Financial Data:

	Actual FY98	Approp FY99	Request FY00	Recom FY00	Request FY01	Recom FY01
General Fund	0	0	0	0	0	0
Cash Fund	31,263	39,267	39,267	40,548	39,267	42,052
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	31,263	39,267	39,267	40,548	39,267	42,052

Performance Measures:

	FY97-98 Actual	FY98-99 Estimate	FY 99-00 Estimate	FY 00-01 Estimate
Number of Investigations	24	27	25	25
Initial collection agency licenses	24	27	25	25
Collection agency renewals	137	175	150	150
Initial branch office licenses	10	15	15	15
Renewal branch office licenses	136	150	150	150
Solicitors certificates	8000	9500	9000	9000

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Program 086 - Records Management

Program Objectives:

The Records Management Division provides "programs for the systematic and centrally-correlated management of state and local records..." to "promote efficiency and economy in the day-to-day recordkeeping activities of state and local governments..." to "facilitate and expedite governmental operations." The State Records Board administers and contracts for Nebrask@ Online to provide electronic access to public records.

Financial Data:

	Actual FY98	Approp FY99	Request FY00	Recom FY00	Request FY01	Recom FY01
General Fund	149,182	151,182	264,163	158,217	255,785	166,831
Cash Fund	842,665	943,896	1,630,974	1,638,807	1,841,538	1,856,021
Federal Fund	0	0	0	0	0	0
Revolving Fund	817,929	923,434	949,172	957,529	977,701	996,130
Other Fund	0	0	0	0	0	0
Total Agency	1,809,776	2,018,512	2,844,309	2,754,553	3,075,024	3,018,982

Performance Measures:

Description	FY98 Actual	FY99 Current	FY00 Request	FY01 Request
Documents Scanned (CD-R)	1,625,973	3,600,000	3,780,000	3,969,000
Microfilm Lab Units Produced	13,381	13,400	13,500	13,600
Documents Microfilmed	5,287,373	5,550,000	5,827,500	6,118,875
Records Storage (Box-month)	401,733	450,000	499,500	550,000
Records Destroyed (Cu. Ft.)	16,334	16,500	17,000	17,500
Nebrask@ Online hits	7,500,000	24,000,000	30,000,000	36,000,000

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Program 089 - Uniform Commercial Code

Program Objectives:

The Secretary of State is responsible for the filing of financing statements and related documentation pursuant to the Uniform Commercial Code (UCC). Financing statements are filed to make a public record of secured financial transactions between a debtor and a secured party. This security interest will be created in a commercial loan or purchase credit situation. By the public filing of this security interest, subsequent creditors or any interested party will be placed on notice to a prior claim on portions of the debtor's collateral. The financing statements are extremely important in establishing priority among creditors in judicial proceedings, including bankruptcy, to determine rights of conflicting creditors.

Financial Data:

	Actual FY98	Approp FY99	Request FY00	Recom FY00	Request FY01	Recom FY01
General Fund	0	0	0	0	0	0
Cash Fund	530,201	956,941	994,441	1,004,228	994,441	1,015,754
Federal Fund	0	0	0	0	0	0
Revolving Fund	0	0	0	0	0	0
Other Fund	0	0	0	0	0	0
Total Agency	530,201	956,941	994,441	1,004,228	994,441	1,015,754

Performance Measures:

To efficiently handle this operation which includes, but is not limited to:

1. Fundamental decisions on filing accuracy,
2. Recording debtor /secured party information into computer database,
3. Filing documents,
4. Preparation of documents for microfilming,
5. Preparation of fee information
6. Preparation of cash transmittals,
7. All other correspondence /liaison communication regarding perfection/filing information,
8. Telephone and written responses to lien search requests